



TOWN OF GRAFTON

GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MA 01519

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Community Preservation Committee MEETING MINUTES

September 23, 2021

Meeting was called to order at 7:03PM by Chairman, John Stephens. John reminded the committee of the remote participation meeting guidelines as the entire meeting was being held via zoom. He then took roll call.

Present were: John Stephens, Jim Gallagher, Sandy Brock (arrived at 7:08), Paul Scarlett, Brook Padgett, Justin Wood, Richard Whitney, and Ken Holberger. Absent: Kristen Belanger. Staff in attendance: Joann Duncan.

Grafton Common Restoration

Paul Scarlett stated the plan is to wrap up the work on the Grafton Common before winter. For that to happen, the Historic District Commission (HDC) will be taking two change orders before the Select Board on October 5th: one for the restoration of the Band Stand and one for replacement of the back flow preventer.

Paul had provided the committee with information on the restoration of the Band Stand at a previous meeting. He stated construction ready specifications are complete and the HDC is in the process of validating the pricing.

The backflow device for the water sprinkler on the Grafton Common is outdated and needs to be replaced. Paul explained the backflow preventer currently in place is not up to code. While the Grafton Water District is a private entity, the Town owns the sprinkler system on the Common and the backflow preventer is a part of that sprinkler system. He added bringing this up to code is a Department of Environmental Protection (DEP) code requirement. Paul stated this work needs to be done now to ensure there is an irrigation system for newly planted grass and having the work done by the current contractor will not in any way void the warranty of the work done on the Common. HDC does not yet have pricing for this work. Paul added this will not be a large budget item.

The warrant language for the project was placed on the screen. Richard Whitney asked if the project was on budget and Paul stated it is very underbudget. He stated the HDC needs to take this item before the Select Board because it requires a change to the original contract the Select Board signed with JAM Corporation.

Sandy Brock stated HDC should be careful to ensure there are no hidden costs as this can happen if the contractor needs to sub contract out the change order.

Paul stated they are trying to keep people off the Common right now due to the recent seeding. It may be blocked off until the work is fully complete. It was recently left open by mistake as the contractor forgot to rope it off. He stated the Town Administrator and/or Select Board will be making the decision on when to open the Common.

A motion was made by Jim Gallagher and seconded by Ken Holberger that the CPC approve the use of the existing funds for the backflow change order as it is an appropriate use of the funds as outlined in the original project scope. Motion passed 8-0 by roll call: Gallagher, aye; Brock, aye; Scarlett, aye; Wood, aye; Whitney, aye; Holberger, aye; Padgett, aye; Stephens, aye.

Paul Scarlett made a motion seconded by Ken Holberger the Committee take up the removal of 116 Upton Road from Chapter 61A as an emergency agenda item due to the deadlines associated with the Select Board vote on their right of first refusal. Motion passed 8-0 by roll call: Gallagher, aye; Brock, aye; Scarlett, aye; Wood, aye; Whitney, aye; Holberger, aye; Padgett, aye; Stephens, aye.

Ken screen shared a map of 116 Upton Road highlighting the parcel and identifying conserved parcels around it. Ken stated based on a discussion with Mary Oliver, Town Assessor, the owners of the land at 116 Upton Road did not re-apply for Chapter 61A. His understanding is that because the land was out of Chapter, the town now has until June 30, 2022 to exercise their right of first refusal.

The Committee reviewed the parcel and the portions that would be of interest to the town for conservation purposes. Ken discussed with the committee previous parcels that were purchased by the town and then frontage lots were sold off to pay for the purchase of the property. Ken stated the Board of Assessors and Conservation Commission have both recommended purchase of the land. The Planning Board will be taking it up in the coming week.

Ken added the remainder of the Robinson Properties are being "shopped". He stated he has identified a plan allowing this purchase, if it is decided to purchase, using all CPA Funds.

Richard Whitney stated he feels the land at 116 Upton Road should be purchased.

A motion was made by Jim Gallagher and seconded by Richard Whitney the committee vote to support the purchase of 116 Upton Road and to support the sale of parcels of that land to refund the purchase price. Joann Duncan asked for clarification on the timeline of the potential town meeting vote. Motion passed 8-0 by roll call: Gallagher, aye; Brock, aye; Scarlett, aye; Wood, aye; Whitney, aye; Holberger, aye; Padgett, aye; Stephens, aye.

Joann Duncan will write two letters documenting the votes taken at the meeting.

Justin made a motion seconded by Jim to adjourn the meeting at 7:51PM. Motion passed 8-0 by roll call: Gallagher, aye; Brock, aye; Scarlett, aye; Wood, aye; Whitney, aye; Holberger, aye; Padgett, aye; Stephens, aye.

Respectfully submitted by,
Joann Duncan

The meeting can be viewed at: <https://www.youtube.com/watch?v=sYaf7Q9TbvU>